

**Washington State Human Rights Commission**

Minutes

December 20, 2002

Olympia, WA

Conference Call

**ATTENDANCE**

**Commissioners:** Rudy Vasquez, Chair; Charlotte Coker; Dallas Barnes; and J. Reiko Callner. A quorum was present.

**Staff:** Susan (Sue) J. Jordan, Executive Director; Dariush (D.K.) Khaleghi, Deputy Director; Cheryl Strobert, District Manager; Regina Hook, Acting District Manager; Tanya Calahan, Commission Clerk; and Susan Carlson, Assistant Attorney General.

**OPENING**

Commissioner Vasquez called the meeting to order at 10 a.m.

**APPROVAL OF MINUTES OF NOVEMBER 22, 2002**

The minutes of the November 22, 2002 Commission meeting were considered. Commissioner Callner made a motion to approve the minutes. Commissioner Coker seconded the motion. MOTION CARRIED.

**APPROVAL OF CASE CLOSURES**

The Commissioners considered the amended case list for the period of November 16-December 13, 2002. Commissioner Callner requested that staff draft a letter to Respondent in the case of Dalon Lewis v. Ice House. The letter should express concern about Respondent's practice when ejecting patrons after altercations. In this case, complainant was subjected to an embarrassing immediate ejection, while the belligerent intoxicated Caucasian man, who picked the fight using racially derogatory language, was permitted to stay for an additional half hour.

District Manager Regina Hook will draft a letter on behalf of the Commission in this case and submit the draft to Commission Clerk Tanya Calahan. The letter will go out under Commissioner Vasquez's signature on behalf of the Commission.

Commissioner Coker then made a motion to approve the amended case list for the period of November 16-December 13, 2002. Commissioner Callner seconded the motion. MOTION CARRIED.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Sue Jordan highlighted her monthly written Executive Director's Report. She spoke specifically about the budget and the challenges being faced. Governor Gary Locke's budget was released and statewide budget cuts were identified. The Governor's office requested scenarios in consideration of possible five and ten percent budget cuts.

Ms. Jordan reported on strategic planning projects. The agency's web site and intranet continue to be updated and enhanced.

Deputy Director Dariush (D.K.) Khaleghi spoke about agency operations. Management is working with the staff on a plan to address aging discrimination cases. He announced that Berneta Walraven and Regina Hook are now operations managers. Operations managers are expected to focus on customer service, employee relations, performance management, productivity and quality. Recommendations for organizational changes in light of the current budget situation will be brought before the Commissioners at the January 2003 Commission meeting.

### **DRAFT REPORT – FARM WORKER PUBLIC FORUM**

Commissioner Callner highlighted the draft farm worker public forum report. She sought input from the other Commissioners about how the report should be written. She also asked for input about specific recommendations and projects that could result from the report.

Commissioner Callner suggested that the Commission decide as a body what specific suggestions need to be discussed or what action by L & I could be encouraged. One specific area of concern that can be addressed in the is retaliation and the differences in jurisdiction between the Commission and L & I when it comes to retaliation.

Commissioner Vasquez requested clarification about how the Commission on Hispanic Affairs title is listed in the report. He also requested that the report be clarified to reflect that the Executive Director communicated with Gary Moore about farm worker issues on behalf of the Commission.

Commissioner Callner sought input about whether or not individual names should be mentioned in the report. Commissioner Coker suggested that individual names not be mentioned in the report. Commissioner Callner recommended contacting Mr. Lupe

Gamboa of the United Farm Workers Union for input about the matter. Commissioner Vasquez will consult with Lupe Gamboa and get his advice about including individual names in the report.

Commissioner Callner recommended that including a general summary of what was said during the forum in the report would be sufficient. Commissioner Vasquez suggested that the report be drafted in Spanish. This suggestion and available resources to accomplish this will be explored further after the initial draft of the document is completed.

Commissioner Callner asked for input regarding the idea of listing the names of individuals who spoke to the Commission during the forum in an appendix, (if their names are used) with a reference to the appendix in the body of the report.

Commissioner Vasquez will forward a copy of a study conducted by the University of Washington regarding farm worker injuries to Commissioner Callner for reference.

Commissioner Vasquez suggested that a subcommittee be formed to work on the report with Commissioner Callner. He then asked for volunteers. Commissioner Callner will work with Commissioner Vasquez on finalizing a draft of the report. They identified a target date of January 17, 2003 to provide a draft of the report to the other Commissioners.

### **COMMISSION POLICY PROJECT**

Commissioner Callner gave an update on the Commission policy project. She met with Commission Clerk Tanya Calahan to sort through old Commission policies that were retrieved from the State Records Center. They identified Commission meeting files that contained background information about policy discussions and the adoption of many policies. The background information will be used to determine whether to keep, rescind, or amend previously adopted Commission policies. The first policy and related background information will be identified and then discussed by the Commissioners at the January 2003 meeting. *(End of audio tape one, side one).*

### **NEW BUSINESS**

*(Beginning of audio tape one side two)*

Commissioner Barnes highlighted his December 12, 2002 memo. He expressed concern about the condensed minutes. He suggested that the Commission meeting minutes contain more detail, especially concerning Commission discussions. As an alternative, he recommended indexing audio tapes of Commission meeting so specific discussion can be accessed readily.

The Commissioners discussed indexing audio tapes and cross referencing them in the minutes. Commission Clerk Tanya Calahan will include audio tape references in the minutes.

Commissioner Callner recommended tabling this issue until Commissioner Casson is present to participate in the discussion. The Commission will discuss the issue of condensed minutes at the January 2003 Commission meeting when all Commissioners are present for the discussion.

Commissioner Callner commented about the handout referenced in the Executive Director's Report titled "Creating a Highly Effective Board" prepared by Dee Endelman of Agreement Dynamics Inc. She proposed that the Commissioners either engage in the Endelman tools or hire her as a consultant to assist the Commission in its functioning and decision making. She requested that Executive Director Jordan obtain additional information about the consultant, including availability. The item will be placed on the January 31, 2003 Commission meeting agenda for discussion by the Commissioners.

There being no further business, the meeting adjourned at 10:55 a.m.

Respectfully submitted,

Tanya Y. Calahan  
Commission Clerk

**ACTION ITEMS – DECEMBER 20, 2002**

1. **Item:** Send a letter to Respondent in the case of Dalon Lewis v. Icehouse which expresses concern about practices when ejecting patrons after altercations.

**Status:** Letter was sent to Respondent on January 24, 2003.

2. **Item:** Commissioner Vasquez will check with Lupe Gamboa regarding including names of individuals in the farm worker forum report.

**Status:** A status report will be provided at the January 31, 2003 Commission meeting.

3. **Item:** Executive Director Sue Jordan will obtain additional information regarding consultant Dee Endelman of Agreement Dynamics Inc.

**Status:** Ms. Jordan obtained additional information and will be reported on at the January 31, 2003 Commission meeting.

4. **Item:** Provide a copy of the draft farm worker forum report to all Commissioners for discussion at the January 31, 2003 Commission meeting.

**Status:** The report was provided to all commissioners on January 24, 2003.

5. **Item:** Commissioner Callner will take the lead in identifying an old Commission policy to possibly rescind or amend. The identified policy is to be discussed by the Commissioners at the January 31, 2003 Commission meeting.

**Status:** This item has been postponed to a future Commission meeting.

6. **Item:** Staff will present recommendations for organizational changes to the Commissioners at the January 31, 2003 Commission meeting.

**Status:** This item is postponed to a future Commission meeting.

7. **Item:** The Clerk will include cross reference to audio tapes in the Commission meeting minutes.

**Status:** The Clerk has instituted this practice starting with the December 20, 2002 Commission meeting minutes.